

APPENDIX 13-7

(PROJECT NAME)
(STATE PROJECT NO.)

(Date of last revision for distribution)

PROSECUTION OF WORK

DESCRIPTION OF WORK

Provide a brief narrative describing the project in general terms. Include approximate limits of proposed construction and the type of work to be performed (i.e. bridge replacement, roadway reconstruction, new alignment). If appropriate, provide a brief synopsis of implications related to the construction phasing and traffic control.

CONCURRENT WORK

List nearby NHDOT projects where construction will occur, either all or in part, during the same time frame as that of subject project. The purpose is to alert prospective bidders of work that may affect access to the project, traffic control issues including construction signing, materials availability, etc. Include the project name, State project number, target advertising date, anticipated completion date, and brief description for each project. (Check the latest Advertising Schedule for concurrent projects.)

UTILITIES

List all utilities within the project limits, whether directly affected or not. Include contact names and telephone numbers for each utility. In addition, this section should include descriptions of how each utility is affected, i.e., utility relocations/adjustments required to complete the project. For aerial services with joint occupancy, this description should include a relocation sequence with an estimated time frame for each utility. In some cases, it may be desirable to indicate the relationship of utility relocations to the overall construction sequence.

The Utility Coordinator provides the information for this section.

TEMPORARY LIGHTING

When temporary lighting is required to illuminate certain areas of the work, e.g., intersections and beginning of concrete barrier, the design and cost estimate of the temporary lighting are prepared by Design Services. This section includes specific requirements for luminaires.

(ENVIRONMENTAL CONSIDERATIONS)

HISTORIC

Describe any specific historic considerations/commitments within the project. If there is a specific issue that warrants special attention, use a separate heading.

EXCAVATING, DREDGING, OR FILLING STATE WATERS (WETLANDS)

Use this section to notify prospective bidders of the status of the Wetlands Permit applications typically from the New Hampshire Wetlands Bureau and the Army Corps of Engineers (ACOE) and whether the Permit is included in the Proposal or to be received prior to awarding the contract. If there are specific permit conditions that are unique to the project, it may be warranted to list them here. (Check with the Environmental Coordinator.)

EROSION CONTROL AND WATER QUALITY MANAGEMENT

Use this section to identify the Contractor's responsibility to develop a temporary erosion control plan, consistent with Item 645.7 - Stormwater Pollution Prevention Plan.

If there are specific water quality issues, i.e., water supply aquifers or reservoirs, adjacent lakes, ponds, or streams, it may be warranted to include a separate section describing specific requirements.

CONTAMINATED SOILS AND UNDERGROUND STORAGE TANKS

If there are sites of known or potentially contaminated soils or underground storage tanks within the project limits, list any special commitments or coordination efforts that are required. These may include excavation of the material for testing and possible treatment and/or disposal, and removal of the underground storage tanks. Coordinate with the Bureau of Environment for pertinent requirements.

RIGHT-OF-WAY AND PROTECTION OF PROPERTY

When specific commitments are made as part of the property rights acquisition process, the information should be identified, as appropriate, on the construction plans. In many instances, it is worthwhile to repeat or to further explain these commitments in the Prosecution of Work. Indicate the affected parcel number and property owner.

BUILDING DEMOLITION

When a building(s) is to be demolished as part of the project, list each building separately by Item number and include the name of the former property owner, a description of the building(s) to be demolished, and the location or street address. If any building to be demolished is located outside of the project limits, include a location map identifying the building location(s) by Item number.

GEOTECHNICAL REPORTS

This section notifies prospective bidders that the Geotechnical Report for the project is available for review at certain times during the bidding period at the Bureau of Materials &

Research. Copies of the report are also available at the office of the Associated General Contractors.

(BRIDGE ISSUES)

REMOVAL OF EXISTING BRIDGE

When an existing bridge is to be removed as part of the project, prospective bidders may review available bridge plans during the bidding period. This section should also include any specific concerns related to the removal of the existing bridge, i.e., methods of removal, traffic control issues, time frames, water quality, subsidiary work, etc..

ERECTION PROCEDURE

Notify the Contractor of responsibilities regarding submission of proposed erection procedures and falsework plans for review and approval by the Engineer.

STAGING AREA(S)

If additional area, beyond that shown on the plans for construction of the project, is required for staging for bridge construction, i.e., crane platforms, storage areas for structural members, etc., indicate any restrictions on area available that may not be apparent from the plans.

EXCAVATIONS

Typically, information to the Contractor would read: "Excavation adjacent to the traveled way or shoulders shall not remain open through non-work hours unless adequately protected by temporary traffic control barrier (at the Contractor's expense and specifically authorized by the Engineer) or flattened to a 4:1 or flatter slope".

CONSTRUCTION REQUIREMENTS

This section would be used to identify information directed to the Contractor, especially for those projects that do not have plans, i.e., all the information regarding the project is contained in the Proposal only.

WORK HOURS

This section identifies any restriction(s) in work hours. Typical wording would read: "Do not perform any work involving high noise machinery such as jackhammers or excavating equipment prior to 7:00 a.m. or after 7:00 p.m., unless otherwise permitted in the contract or approved by the Engineer."

LANDSCAPING

Typical wording would read "Landscape planting or any other landscaping related work (i.e. selective pruning, fertilization, transplanting, etc.) on this project shall be performed by a qualified Landscape Contractor and/or Certified Arborist in accordance with American Association of Nurserymen (AAN) Standards and Section 650. The time frames specified in Section 650 shall be followed. The establishment period specified in Section 650 shall be

required.” Coordinate with the Roadside Development Section for project specific requirements that may be necessary.

PRE-SURVEY MEETING

Typically wording would read: "NHDOT holds a pre-survey meeting to discuss survey responsibilities and scheduling prior to the commencement of work. This meeting is intended to review Section 105.08 of the Standard Specifications."

SALVAGE OF MATERIALS

List any materials that are to be salvaged from the project for reuse. Be specific. Sometimes, for example, only certain components of guardrail are to be salvaged. (Posts, generally, are not salvaged to the State but rather are the responsibility of the Contractor to dispose of.) Include agency to receive materials, contact name, and any special considerations related to disposition of material, i.e., delivery, loading onto recipient's vehicles, etc..

SCHEDULE OF WORK

Specific construction sequencing or phasing to complete the work is outlined in the plans and is usually governed by traffic control issues. This section describes work that must be completed by the Contractor within certain time frames or by specific dates. For example, tree clearing and/or earthwork required to be done early in the construction schedule to allow for utility relocation; time of the year restrictions for the use of temporary detours; or, perhaps a description of what must be completed prior to winter suspension of work. Of primary concern is the work that may effect the overall construction schedule, interim completion milestones, traffic implications, and the like.

COMPLETION DATE

The (final) completion date of the project should be determined by consulting with the Bureau of Construction. This date, as defined in the Spec Book, "...occurs when the Contractor has completed all work required by the contract and has satisfactorily executed and delivered to the Engineer all documents, certificates and proofs of compliance required by the contract".

The "Intermediate Completion Date(s)" should also be listed here and identified specifically as an Intermediate Completion Date(s) for work that *must* be completed within these dates.